

## **BOARD OF DIRECTORS – ACTION SUMMARY**

**Wednesday, June 28, 2006 – 6:00 p.m.**

**Administration Building  
2101 Hurley Way, Sacramento, CA**

### **CALL TO ORDER**

The meeting was called to order by President Engellenner. Board Members present: Duveneck, Engellenner, Goold, Granados, Jones, Valley. Directors Kelly, Lawson, Trujillo, absent. Staff: Fire Chief Mette, General Counsel Margarita, Board Clerk Tilson.

**PLEDGE TO FLAG** led by the Boy Scouts Troop 215.

### **METRO CABLE 14 ANNOUNCEMENT**

The open session Meeting is videotaped for cablecast on Metro Cable 14. Replay on Friday, June 30 at 6:00 p.m. and Monday, July 3 at 6:00 p.m. on Channel 14; Webcast at [www.sacmetrocable.tv](http://www.sacmetrocable.tv). A VHS copy is also available for checkout from any library branch.

### **CIVILIAN AWARDS—(Mette/Lynch)**

#### **1. Letter of Commendation – Kale Harris**

A Commendation Plaque and Certificate were presented to Kale Harris for his courageous action on April 10, 2006. He went above and beyond the call of duty by entering a burning home to rescue children believed to be inside.

#### **2. Life Saving Commendation – Jeff Anderson**

A Commendation Plaque and Certificate were presented to Jeff Anderson for his heroic actions on May 5, 2006. He went above and beyond the call of duty by forcibly gaining entry to a burning automobile and pulling the trapped driver to safety.

**3. Commendation of Valor –  
Brian Svetich  
Darius Corbitt**

Commendation Plaques and Certificates were presented to both Brian Svetich and Darius Corbitt in recognition of their heroic actions on November 19, 2005, by entering a burning residence in an effort to rescue the victim. Unfortunately, the victim succumbed from his injuries and died.

**4. Commendation of Valor – Cleve Grey**

Presentation deleted – unable to attend.

On behalf of the District, Fire Chief Mette, Captain Lynch, and the Board members commended the award recipients for their courageous actions.

**PUBLIC OPPORTUNITY TO DISCUSS MATTERS OF PUBLIC INTEREST WITHIN  
DISTRICT JURISDICTION INCLUDING ITEMS ON OR NOT ON THE AGENDA**

**CONSENT AGENDA:**

**1. Board Meeting Action Summary—June 14, 2006**

- **Board Action:**  
*Jones/Duveneck—approve the consent item. Directors Duveneck, Engellenner, Goold, Jones, Valley, AYE. Directors Granados, abstained. Directors Kelly, Lawson, Trujillo, absent. Motion carried.*

**2. Fiscal Document/County of Sacramento-Updated District Signatory List**

- **Board Action:**  
*Granados/Jones—approve the consent item. Directors Duveneck, Engellenner, Goold, Granados, Jones, Valley, AYE. Directors Kelly, Lawson, Trujillo, absent. Motion carried.*

**3. Travel and Conference Expense Claim – Director Granados**

- **Board Action:**  
*Jones/Duveneck—approve the consent item. Directors Duveneck, Engellenner, Goold, Granados, Jones, Valley, AYE. Directors Kelly, Lawson, Trujillo, absent. Motion carried.*

**4. Travel and Conference Expense Claim – Director Jones**

- **Board Action:**  
*Duveneck/Granados—approve the consent item. Directors Duveneck, Engellenner, Goold, Granados, Jones, Valley, AYE. Directors Kelly, Lawson, Trujillo, absent. Motion carried.*

**5. Travel and Conference Expense Claim – Director Jones**

- **Board Action:**  
*Duveneck/Goold—approve the consent item. Directors Duveneck, Engellenner, Goold, Granados, Jones, Valley, AYE. Directors Kelly, Lawson, Trujillo, absent. Motion carried.*

**ACTION ITEM(S)****1. Bid Award – Grass Unit Cab and Chassis—(Ritter)**

- Staff is requesting authorization to purchase three grass unit cab and chassis. Two are budgeted for in this fiscal year as part of the Vehicle Replacement Master Plan. The third grass unit was approved for the Anatolia Station currently being developed.
- The District's Grass Unit Committee recommended adopting the CDF Type III specifications. CDF purchases the body build-ups and the chassis separately. This purchase requires the approval of the following second staff report, Contract Award – Grass Unit Body Build-ups, for the purchase of three grass unit body build-ups through an add-on to an existing CDF contract with Placer Fire Equipment, Inc.
- Bids were received for three (3) Grass Unit Cab and Chassis from the following:

<b>Vendor</b>	<b>Per Unit Bid Price</b>	<b>Total</b>
Riverview International Trucks	\$102,667.15	\$308,001.45
Placer Fire Equipment	\$103,678.13	\$311,034.39

- Recommend the Board authorize the purchase of three International 7400 SFA 4X4 cab and chassis from the lowest bidder, Riverview International Trucks Inc., for \$308,001.45.

- **Board Action:**  
*Duveneck/Granados—approve the staff recommendation. Directors Duveneck, Engellenner, Goold, Granados, Jones, Valley, AYE. Directors Kelly, Lawson, Trujillo, absent. Motion carried.*

## 2. Contract Award – Grass Unit Body—(Ritter)

- This contract award correlates to the bid award for the three Grass Unit Cab and Chassis.
- Staff recommends the Board authorize the purchase of three (3) grass unit body build-ups from Placer Fire Equipment, Inc. for \$380,591.96.
- Director Duveneck expressed concern that if there is only a small difference between bids, he would prefer if possible to support a local bidder that employs people and pays taxes within the local community.

General Counsel Margarita stated when it gets down to the bottom line, we look at the most responsive responsible bidder. When all things are equal, we have to go with the low number. If there are factors that would deem the lowest bid to be unresponsive or irresponsible, then we could look at other factors. It's nice to keep business here locally but we do not want to violate the law.

In response to Director Goold, Fleet Manager Beno stated both companies are local vendors.

President Engellenner stated he would check with Policy Committee Chair Lawson on possible review of language.

- **Board Action:**  
*Duveneck/Granados—approve the staff recommendation. Directors Duveneck, Engellenner, Goold, Granados, Jones, Valley, AYE. Directors Kelly, Lawson, Trujillo, absent. Motion carried.*

**3. Bid Award – Anatolia Mobile Home—(Ritter)**

- The Board authorized the construction of a new fire station in the Anatolia development in Rancho Cordova. In an effort to improve levels of service in the Anatolia area while the new station is being constructed, the District is in the process of placing a temporary station in service.
- This purchase requires the approval of the second associated report, Bid Award – Anatolia Site Work and Apparatus Building.
- Bids were received for the mobile home from the following:

<b>Company</b>	<b>Bid Amount</b>
Manufactured Home Systems	\$84,168.00
River City Home Sales, Inc.	\$75,229.34

- Staff recommends the Board award the bid for a mobile home to River City Homes Sales, Inc. for \$75,229.34.
- **Board Action:**  
*Duveneck/Goold—approve the staff recommendation. Directors Duveneck, Engellenner, Goold, Granados, Jones, Valley, AYE. Directors Kelly, Lawson, Trujillo, absent. Motion carried.*

**4. Bid Award – Anatolia Site Work and Apparatus Building—(Ritter)**

- One bid was received for the Anatolia Site Work and Apparatus Building from the following:

<b>Company</b>	<b>Bid Amount</b>
SLS Constructors, Inc.	\$397,000.00

- Staff recommends the Board award the Bid to SLS Constructors Inc. for \$397,000.
- In response to Director Goold, General Counsel Margarita stated the District followed the law on the publication process and he was comfortable with only one bid.
- **Board Action:**  
*Granados/Goold—approve the staff recommendation. Directors Duveneck, Engellenner, Goold, Granados, Jones, Valley, AYE. Directors Kelly, Lawson, Trujillo, absent. Motion carried.*

**5. Resolution No. 31-06 – Fiscal Year (FY) 2006-2007 Preliminary Budget—(Whitcomb)**

- Acting Finance Director Whitcomb presented a revised Preliminary Budget for FY 2006-2007 reflecting two changes:
  - Increased the Salaries and Employee Benefits line items to include the cost for staffing the Anatolia Station with 3 Captains, 3 Engineers, and 9 additional Firefighters; with a decrease in previously overstated overtime and day differential payments. These additional 15 positions for Anatolia have been added to the Position Authorization Document in tonight's budget packet.
  - Included an additional annual payment of \$2.4 million to deposit with the District's Pension Funding Bond trustee to pay down the Series 2004 Pension Funding Bonds at the earliest possible date, in accordance with Board Policy 156.01.

- **Total FY 2006-2007 Budget reflected in the Resolution:**

Salaries and Employee Benefits	\$123,007,462
Services and Supplies	19,598,380
Taxes, Licenses, Assessments:	1,880,100
Fixed Assets:	
Land	8,500
Structures and Improvements	10,155,205
Equipment	<u>7,550,102</u>
<b>TOTAL BUDGET REQUIREMENTS:</b>	<b>\$162,199,749</b>

- Staff recommends the Board adopt the Preliminary Budget Resolution for FY 2006-2007.
- Question and answer period to include:
  - 1.7% of Reserves utilized to balance the budget.
  - Concern voiced regarding projected property tax revenue of 12.94%. Final budget will reflect actual figures.
  - Support maintaining the guideline for Undesignated Reserves at 5% versus current 4% plus.
  - Goal for Salaries and Benefits at 80%-81%. Currently at 82.78% of the General Operating Budget.
- Director Jones stated the projected revenue is a result of expansion and growth and should be used for the expanding sections of our District to assure appropriate emergency coverage.

Requested further discussion on the Position Authorization Document as a separate process from the budget. There is too much mandatory overtime. Need to show areas requiring more full-time employees by adding columns for authorized, proposed, and perhaps actual positions.

Fire Chief Mette stated a report will be prepared.

- **Board Action:**  
*Valley/Duveneck—adopt the Preliminary Budget Resolution. Directors Duveneck, Engellenner, Goold, Granados, Jones, Valley, AYE. Directors Kelly, Lawson, Trujillo, absent. Motion carried.*

## **PRESENTATION ITEM(S)**

### **1. Fire Camp—(Plexico)**

Firefighter Pat Plexico stated he took over as Fire Camp Director last year and thanked everyone for supporting Fire Camp.

Presentation included, among other things:

- Background history since inception in 1998
- Five-day camp for children 11 – 13 years of age
- All counselors are firefighters
- Total of 80 campers accepted
- Children learn about the job of a Firefighter, with planned activities each day such as life saving skills, education on 9-1-1 calls by the Communications Dispatch Center, rescue and auto extrication, helicopter landing, combat challenge, fire extinguisher use with a live burn, use of Training Facility in Roseville, climbing an aerial ladder, thermal imaging camera demonstration, practice skills of a bucket brigade, muster practice, disaster planning, SCBA orientation, team building exercise, rotating through a fire station, water safety instruction.

Board members thanked everyone involved in Fire Camp, especially the firefighters who all donate their time. A challenge was issued to double the attendance in the future.

Brenda Briggs of the Community Services Division stated she would like to see Metro Fire sponsor two Fire Camps each year, one in the south area and one in the north area, which would provide the opportunity for additional children to attend.

**PRESIDENT'S REPORT—(Engellenner)**

- Director Lawson is recovering from surgery and doing fine. He is now taking phone calls.

**FIRE CHIEF'S REPORT—(Mette)**

- A large number of people are involved in Fire Camp. Management of 160 children at the river would be difficult but Ms. Briggs' idea will be pursued.
- Since the last Board meeting, there were 11 working structure fires, 65 grass fires.
- Extensive media coverage to include safety prevention involving fire works, drowning and pool safety with public service announcements on Channel 40.
- Second phase of Operation River Safe will take place this weekend through July 4 on the American River. 2,200 life jackets were handed out during Memorial Day. 11,000 are available for the 4<sup>th</sup> of July period.
- June 17, 2006 – Chris Montoya received the Firefighter of the Year Award from the Orangevale Rotary.
- June 26, 2006 – Citrus Heights Police Department went into full operation.
- June 28, 2006 – Sent a firefighting strike team/engine to Elko, Nevada.
- July 1, 2006 – dozer anticipated being in service.

**GENERAL COUNSEL'S REPORT—(Margarita)** None.**COMMITTEE AND DELEGATE REPORTS:****Executive Committee—(Engellenner)**

- Met June 21 at 8:30 a.m. to grant the Fire Chief and General Counsel a one-step merit increase. Appropriate in view of their work and long hours.
- Next meeting: TBA

**Communications Center Delegate—(Valley)**

- Received presentation.
- Next Meeting: July 25, 2006 – 10:30 AM



**California Fire & Rescue Training Authority—(Goold)**

- Next meeting: July 27, 2006 – 1:30 PM

**Finance Committee—(Kelly)**

- Next meeting: July 12, 2006 – 5:00 p.m.

**Policy Committee—(Lawson)**

- Next meeting: July 26, 2006 – 5:00 p.m.

**BOARD MEMBER QUESTIONS AND COMMENTS:****Granados:**

- Thanked the crews from Station 63 and 32 for their medical aid responses.
- Looking forward to working with Engineer Rich Stapp on the dozer program.
- Thanked the Fire Chief for getting the Preliminary Budget together. Confident there will be an accurate staffing authorization document this year.

**Jones:**

- Good to see Metro Fire staying ahead of all the development within our District and getting the temporary station in the Anatolia area.
- Encouraged water safety this weekend, use of life jackets, and safety with fireworks.

Concerned with maintaining past processes. Cited examples such as the increases for the Fire Chief and General Counsel. Previous process provided for evaluation and feedback with the full Board in Closed Session, then reporting out. Another minor example is the 9/80 scheduling for the Board Clerk. Felt it was not under the auspices of one person or one Committee to make the decision. Requested these two items be placed on the next meeting agenda for the full Board.

**Goold:**

- Thanked the Fire Chief, Local 522, and EMS Division for their continued work on the EMS positions discussed last time in the Preliminary Budget. Look forward to the update.
- Thanked the Station 21 crew for transporting his son and providing the personal and professional level of care. My family thanks you dearly.

**Duveneck:**

- Echoed Director Jones' concern for a process. Felt we are going in that direction but need to stay focused.
- There was a disturbing article in today's newspaper about the recent arson fires. If anybody watching has this obsession or knows somebody that does, get help.
- Will be on vacation and absent from the next Board meeting.
- Extended his best wishes to Director Tom Lawson for a speedy recovery.
- Extended wishes to the public and Metro Fire employees for a wonderful, fun-filled and safe 4<sup>th</sup> of July weekend.

**RECESS TO CLOSED SESSION 7:18 PM**

[Taken out of Order before Board Member Questions and Comments]

**RECONVENE TO OPEN SESSION 7:25 PM**

Report by General Counsel Margarita:

**1. CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION**  
**Significant Exposure to Litigation Pursuant to California**  
**Government Code Section 54956.9**

No action.

**2. LABOR NEGOTIATIONS**  
**Pursuant to California Government Code Section 54957.6**  
**District Negotiator: Fire Chief Don Mette**  
**Employee Organization: Sacramento Area Fire Fighters Local 522**

No action.

**ADJOURNMENT** – Meeting adjourned at 7:30 p.m.

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H. Peter Engellenner, President

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Ray Trujillo, Secretary

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Charlotte Tilson, Clerk of the Board